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UNITED STATES GOVERNMENT

Memorandum

TO : Registrar/TR

DATE: 15 January 1964

FROM : Chief, External Training Branch, RS/TR

SUBJECT: Weekly Activities Report No. 2
8 January - 14 January 1964

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1. On 13 January, I gave my first senior officer briefing for the coming year. [REDACTED] OCI, has the course outline and general information on the Armed Forces Staff College. I have put him in contact with former students. Unfortunately, it was not possible to give him the administrative briefing at that time due to the time requirement on travel advances.

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2. [REDACTED] OS, is scheduled to receive a briefing in the near future prior to his participation in the Advanced Management Program. [REDACTED] has asked for policy guidance concerning his participation as an Agency representative. The only information we have here is a memorandum written by [REDACTED] dated 22 October 1962. It is a page and a half memorandum which says nothing. A copy has been forwarded to [REDACTED] with the suggestion he may wish to contact [REDACTED] for additional help.

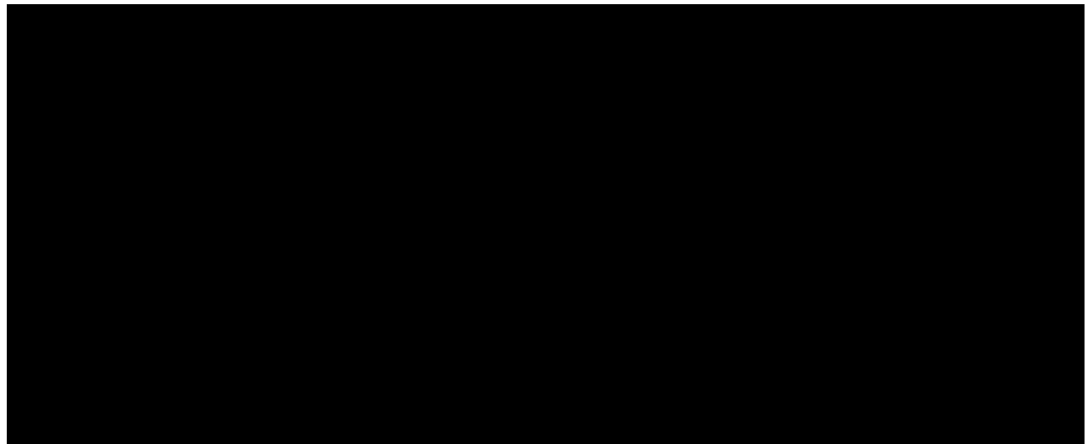
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What is the possibility of the Training Selection Board discussing Agency representation in these programs and contacting key officials for written guide lines? These could then be put in a senior officer briefing book.

*Registrar should
assign each
case with
appropriate air
officer*



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SECRETExcluded from automatic
downgrading and
declassification

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As you know, in past years cancellations and substitutions of candidates have often been initiated at the desk level. Therefore, I suggest that we simply send acceptance letters for the quotas and inform the schools that the names of our candidates will be given in the spring.

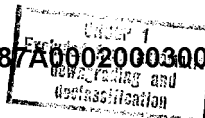
4. As you know, I am compiling a list of external training programs which may be considered by the Training Selection Board for the senior officer and mid-career selections. I have broken the list into five parts: (a) Senior Officer Programs, (b) proposed additions to the senior officer programs, (c) senior level programs traditionally attended by various components of the Agency, (d) proposed mid-career programs, and (e) mid-career level programs traditionally attended by various components of the Agency. The "traditionally attended" lists may or may not be recognized by those offices as an integral part of their mid-career developments; our experience shows that these programs are indeed an integral part. For example, [REDACTED] always sends one engineer to Tri-State College for a one/two year engineering program. This is a mandatory requirement for selection to Deputy Chief or Chief Engineer of any [REDACTED] station. This is their traditional mid-career training for engineers. By the same token, the Office of Logistics each year sends one employee to the Logistics Management Course at the Air University. TSD considers the receipt of an advanced degree at the University of Maryland or George Washington University as an integral part of their career development. Many other offices may use these courses but I have not included them because they are not "career development oriented" but are considered as "tools of the trade." You will notice that a number of major categories of external training are not included for this same reason. I have not included such things as weapons programs which are for specific offices a "tool of the trade." In the same manner I do not include the growing number of technical programs used by the Office of Communications and the DDS&T offices.

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5. For your information, the OCR Training Officer called and asked quietly if we would confirm FDD's traditional external training programs. OCR is not rubber stamping FDD requests but is seriously looking into the direction of the training.

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6. [REDACTED] RI, came over for guidance on a proposed plan. He began by explaining in a round about way, that OCS will not assume supervision of the WALNUT operation nor of the RI training program. It appears that RI has a serious problem keeping qualified programmers. They are now recruiting employees from the Central Technical Institute, Kansas City, Missouri. As soon as the recruits enter the pool, they will be given the Friden aptitude test and possibly some IBM training.

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[REDACTED] wanted our ideas on this prior to meeting with [REDACTED]. I advised him to forget about the training and to pursue the matter from a personnel standpoint with emphasis on man power utilization. I believe that we can arrange a system with Friden to test by numbers and thereby avoid future cover problems. We could pay for the training prior to their clearance and assignment.

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Some time ago I informally discussed the problem of Agency sponsorship which is not covered under the Government Employees Training Act. I was told by [REDACTED] Office of General Counsel, that this appears to be a self-imposed restriction by OTR. There appears to be no reason why we could not fund the training under other statutes. This, of course, would eliminate many of our other difficulties. For example, I will send Agency employees to programs but the offices must send the military detailees on project funds. This is an increasing bottle neck with the growth of the DDS&T.

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[REDACTED] recommended that we either eliminate the reference to [REDACTED] on the External Training Request Form or add other statutes to cover all Agency requirements.

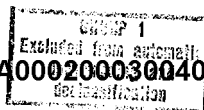
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7. The Office of Computer Services has requested us to schedule a Sheppard Air Force Base team to give 90 hours of instruction on Orbital Mechanics II, ADS-31,000-6 (ODS 31-10). This course is not listed in the Air Force catalog.

[REDACTED] has been in weekly communication with Major Culbertson, AFPT. He informed her that this is a specially developed sensitive course at Sheppard. No information is given out on the program except through the liaison representative at SAC. However, he will endorse our requirement and forward it to Sheppard Air Force Base.

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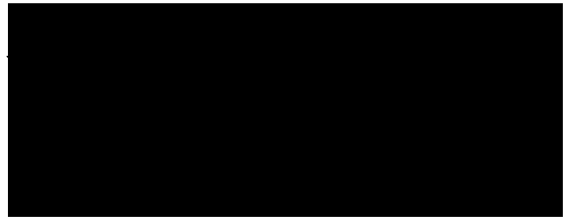
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The training teams are committed through February. However, Major Culbertson said "it is out of the question and unrealistic to think that the team, even though the Agency pays per diem, could give three hours per day over a six week period. They would come and give the program eight hours per day and go on to their next commitment." I, therefore, plan to draft a letter for the DTR's signature requesting the team, guaranteeing payment of travel and per diem and omitting the time frame requirement. AFPTR strongly recommends that our employees go to Sheppard but realizes we may have reasons why the team should come here instead.

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